



2021 Personal Financial Disclosure (PFD) Filing Deadlines

2021 Candidates

If you are required to file a PFD as a candidate in the April election, the due dates are:

April 6, 2021:

14-Day Deadline* → February 2, 2021

21-Day Deadline** → February 9, 2021

*Failure to file by the 14-day deadline results in \$10/day late fees

**Failure to file by the 21-day deadline results in candidate disqualification, removal from ballot



2021 Annual Filers

If your name was submitted to our office by a political subdivision as a person required to file a Personal Financial Disclosure (PFD) due to a position held in 2020, you must file your PFD no later than **May 3, 2021**. You should have received a letter with instructions for e-filing along with your MEC Online ID and Password.

An annual filer who is also a candidate should adhere to the earlier due date. Annual filers must file for each year (or portion of a year) for which they hold a position that requires the filing of a PFD.

IMPORTANT PFD REMINDER

The MEC **cannot** enforce a political subdivision's conflict of interest ordinance.

If a political subdivision has a conflict of interest ordinance on file and PFD deadlines are not met, **penalties can only be enforced by the political subdivision according to its ordinance.**

POLITICAL SUBDIVISIONS:

Submit your list of candidates in the April election who are required to file a PFD with the MEC by **Friday, January 22, 2021**.

To learn how to complete/submit this list, attend one of our Candidate Filers List webinars! Click [here](#) for details and registration information.

Inside this issue:

PFD Filing Deadlines
COVID-19 Response
Conflict of Interest FAQs
Lobbyist Gift Restrictions
Contribution Limits
Calendar Check

COVID-19 Response

The MEC remains ready and able to assist you during the unique challenges posed by COVID-19.



In-person
3411 A Knipp Drive
Jefferson City, MO 65109



Via Phone
800-392-8660



Via Email
Helpdesk@mec.mo.gov

To protect your health and ours, please wear a mask/face covering and follow CDC social distancing recommendations when visiting our office.

Take advantage of the on demand [educational resources](#) available on our website, view our [training schedule](#) to learn about upcoming virtual learning opportunities, and subscribe to our [YouTube channel](#).

Our Mission: The MEC serves the public interest by promoting and maintaining transparency, accountability, and compliance with campaign finance, lobbying, and conflict of interest laws. We educate and assist the citizens of Missouri, public officials, lobbyists, and those participating in public elections by increasing awareness and understanding of the law. We investigate and enforce these laws consistently.

Conflict of Interest FAQs

Can public officials/employees act/vote on decisions that may financially impact themselves or their family?

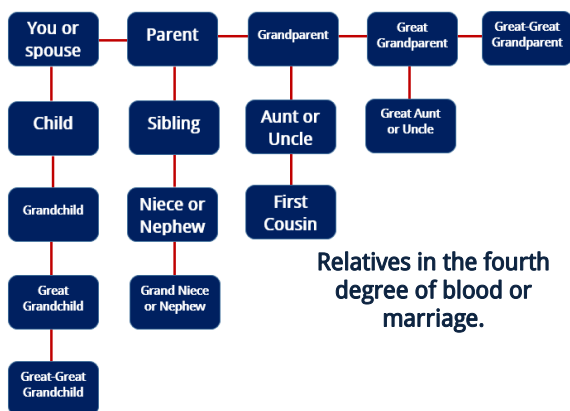
Public officials and employees:

Cannot participate in decisions that could provide themselves, their spouse, or their dependent children with a special monetary benefit. (See §105.452(4), RSMo for the definition of a special monetary benefit.)

Cannot use their decision-making authority to materially enrich themselves, their spouse, or dependent children for the purpose of coercing or extorting anything of actual monetary value.

Cannot attempt to influence the decision of any state or local agency when they know the decision could result in the acceptance of the performance of a service, or the sale, rental, or lease of any property to that agency for consideration over \$500/transaction or \$5,000/year to:

- **Themselves, their spouse, or dependent children** (unless the transaction is made after public notice and competitive bidding (other than real property), and the bid accepted is the lowest bid); or
- **Any business with which they are associated** (unless transaction is made after public notice or competitive bidding for other property). The official/employee's bid must be the lowest bid received.



What is governmental nepotism?

Defined in Article VII, Section 6 of the Missouri Constitution, nepotism occurs when a public official or employee in Missouri names or appoints a relative within the fourth degree of blood or marriage to public office or employment.

Violation of the Missouri Constitution leads to automatic forfeiture of office or employment.

Consult your local ordinances, policies, and procedures for any further requirements related to nepotism.

Can former officials/employees who worked in executive/administrative capacities take positions that may influence the decisions of their former agencies/departments immediately upon leaving public employment?

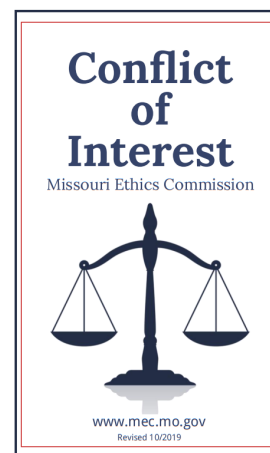
No, elected and appointed officials/employees serving in an executive or administrative capacity **may not** be paid to perform any service for their political subdivision one year after they leave public employment, by which they attempt to influence a decision of any state agency or political subdivision in which they were an officer, employee, or over which they had supervisory authority.

Exceptions: Former officials and employees:

- Can** appear in an adversary proceeding.
- Can** prepare or file a public document.
- Can** be employed by another department, division, or agency of the executive branch of state government.

More questions?

Check out our Conflict of Interest Guide [here](#).
View all of our conflict of interest FAQs [here](#).



Physical address:
3411 A Knipp Dr. Jefferson City, MO 65109
Mailing address:
PO Box 1370 Jefferson City, MO 65102

Phone: 800-392-8660 573-751-2020
Email: helpdesk@mec.mo.gov
Website: www.mec.mo.gov

Contribution Limits and Lobbyist Gift Restrictions in Effect

Voters approved Constitutional Amendment 3, adjusting campaign contribution limits and prohibiting lobbyist gifts to members and employees of the General Assembly. These provisions went into effect on **December 3, 2020**.

Contribution Limits

- Amendment 3 sets new limits on the amount of contributions a state senate candidate and a state representative candidate can receive from a single contributor.

State Senate candidates: \$2,400

State Representative candidates: \$2,000

- These contribution limits apply each election cycle.
- These limits apply to exploratory committees.

Lobbyist Gifts

- Amendment 3 prohibits "gifts of tangible and intangible items, services, or things of value from paid lobbyists or lobbyist principals."
- Provisions only prohibit gifts to members and persons employed by the General Assembly.
- Candidates for the General Assembly may still accept campaign contributions according to acceptable limits.
- Individuals may still receive gifts, family support, or anything of value from relatives within the fourth degree by blood or marriage (see pg. 2).
- Lobbyists are still required to file monthly expenditure reports under §105.473, RSMo.

Calendar Check

Register for Virtual Training

View the MEC's [Training Schedule](#) for information about upcoming webinars including:

- Report-specific information;
- When to form and register a committee;
- How to submit a political subdivision's PFD filers lists, and more!

Click [here](#) for registration information.



April 6, 2021 Election Report Deadlines

Report	Due Date
40 Day Before Report	2/25/21
8 Day Before Report	3/29/21
30 Day After Report	5/6/21

NOTE:

The 2021 January Quarterly Report is optional (but recommended, for ease of reporting). Late fees are not assessed for this report

Remember: a filer's next report must include all activity since their last report.



Lobbyist Monthly Expenditure Reports Due by 5:00 p.m. on

- ⇒ 1/11/21
- ⇒ 2/10/21
- ⇒ 3/10/20





New Advisory Opinions Issued

[2021.02.L.002](#)

This advisory opinion discusses restrictions on lobbying activities for former members of the General Assembly and limited liability companies (LLCs).

[2021.02.CI.003](#)

This advisory opinion discusses several conflict of interest provisions, including public notice, competitive bidding, and voting.

[2021.01.L.001](#)

This advisory opinion discusses lobbyists who serve as treasurers for political action committees (PACs).

To explore other Advisory Opinions issued by the MEC, view our Advisory Opinion Search [here](#).

Inside this issue:

New Advisory Opinions

PFD Reminders and FAQs

List of Principals and Legislative

Action Report Due

Post-Election Campaign

Finance Tips

Employee Spotlight

Calendar Check

Personal Financial Disclosure - Have you filed?

Annual Filers:

Deadline  May 3, 2021

Time Period Covered:  January 1, 2020—December 31, 2020

Am I an annual filer?

Each year, all designating agencies and/or political subdivisions with an annual operating budget (AOB) over \$1 million are required by law to provide the MEC with a list of all individuals required to file a Personal Financial Disclosure (PFD).

Each year, annual filers (including many former officials or employees) receive notification of their filing requirement from the MEC and the political subdivision or agency that designates them as required to file. If you received a letter or other notification regarding your filing requirement, you must submit a PFD.

E-File your PFD

Use the ID and password sent to you in January to [log-in](#) and file your PFD.

If you don't recall your ID/password click [HERE](#) to have them emailed to the address on file.



Frequently Asked Personal Financial Disclosure Questions

What if I'm an annual filer and a 2021 candidate?

You are only required to submit one PFD per calendar year. If you have already filed a PFD due to your status as a candidate in a 2021 election, you do not need to submit an additional disclosure.

What if I no longer hold the position that required me to file a PFD?

If you held the position at any point in 2020, you must submit a PFD. The PFD will disclose your financial interests from January 1, 2020 through the last day you held the position.

How do I update my name and/or address with the MEC?

To update your contact information with the MEC, email PFDOnline@mec.mo.gov

Our Mission: The MEC serves the public interest by promoting and maintaining transparency, accountability, and compliance with campaign finance, lobbying, and conflict of interest laws. We educate and assist the citizens of Missouri, public officials, lobbyists, and those participating in public elections by increasing awareness and understanding of the law. We investigate and enforce these laws consistently.

List of Principals & Legislative Action Report

Due June 1, 2021 — Avoid these common reporting errors:

- Only one report is required per principal; any one of multiple lobbyists that are registered to lobby on behalf of a principal may report for that principal.
- Must include a general description of the proposed action; may provide the bill number, but also include a brief description of the bill.
- Report includes the lobbying of any action by an official agency, board, or commission of state government (ex: if lobbying the head of a state agency, that action is reportable).



Campaign Finance Requirements and Tips

Successful candidates in the April 6 General Municipal Election must file the 30 Day After Election Report **before** being sworn in (if have expenditures or contributions made).

Deadline: May 6, 2021

Time Period Covered: Close of last full disclosure report—May 1, 2021

Frequently Asked Questions: Post-Election Campaign Finance

Do I need to keep my committee's records and reports?

A committee must preserve, for at least **three years** after the date of the election, or last report, to which the records pertain, all records and accounts of receipts and expenditures.

Keep these records available for inspection by the MEC.

If I am an unsuccessful candidate, what are my options?

An unsuccessful candidate committee is either required to:

- Terminate the committee if money on hand > debt; or
- Form a [debt service committee](#) if debt > money on hand

How do I terminate a committee?

A termination report must be filed within 10 days of dissolving the committee, along with the required full disclosure report, using the MEC's Campaign Finance Electronic Filing System.

Local ballot measure committees that file on paper with their local election authority, must file a full disclosure report and termination statement with their local election authority.

For more information, please refer to our [brochure](#).

What can I do with leftover committee funds?

- ✓ If **successful**, pay for necessary and ordinary expenses in connection with the duties of office
- ✓ Return excess contributions to the contributors who made them
- ✓ Make an unconditional gift to any charitable, fraternal, or civic type organization or association
- ✓ Contribute to a political organization
- ✓ Establish a new campaign finance committee
- ✗ Campaign contributions, including when dissolving committee funds, **cannot** be used for personal expenses
- ✗ Candidate committees **cannot** give to PACs or other candidate committees

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Employee Spotlight: Betsy Byers Retires



Following a lifetime of public service in Missouri, the MEC's Director of Compliance and Education, Betsy Byers, has retired.

Betsy joined the MEC staff in 2009. In her role as Director of Compliance and Education, Betsy helped countless Missourians understand and comply with the state's governmental ethics laws.

Betsy's knowledge of the law, dedication to fairness, and endless supply of patience earned her the respect and admiration of her colleagues and the public.

Prior to joining the Commission, Betsy served as a public school teacher, a county clerk, and worked at the Missouri Secretary of State's office.

We wish Betsy all the best in the next phase of her life!

Training Update

With in-person training opportunities limited due to COVID-19, the MEC has expanded its [virtual training](#) opportunities.

Check your inbox for upcoming webinars about required reports, after-election guidelines, conflict of interest, and more.

To request an MEC presentation at your organization's (virtual or in-person) event, email Training@mec.mo.gov

Calendar Check

May 2021

- 5/3/2021: Annual Filer PFD due
- 5/6/2021: 30 Day After General Municipal Election Report due
- 5/7/2021: Harry Truman Day—State offices closed
- 5/10/2021: Lobbyist Monthly Expenditure report due
- 5/31/2021: Memorial Day—State offices closed

June 2021

- 6/1/2021: Lobbyist List of Principals and Legislative Action Report due
- 6/10/2021: Lobbyist Monthly Expenditure Report due

MAY 2021							JUNE 2021						
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Key

- [Campaign Finance Report Due](#)
- [Lobbyist Report Due](#)
- [Annual Filer PFD Due](#)
- Election Day—Go vote!
- MEC Office Closed



Follow us!



MEC News

Missouri Ethics Commission Elizabeth L. Ziegler, Executive Director

VOLUME 50

July 2021

Legislative Update

HB 271: On June 15, 2021, the Governor signed House Bill 271, relating to local government.

This bill amends Section 115.646, RSMo to include school districts, and prohibits the use of public funds for a variety of political issues.

This provision takes effect August 28, 2021.

A full list of the Governor's legislative actions can be found [here](#).

Inside this issue:

Legislative Update

Political Subdivision Reminders

Educational Resources

MEC Reminders

Employee Spotlight

Calendar Check

ATTENTION Political Subdivisions: Do you have a conflict of interest/ personal financial disclosure ordinance?

State statute allows each political subdivision the option of adopting their own method of disclosing conflicts of interest and personal financial disclosure. If your subdivision chooses to adopt an ordinance, state statute requires that the ordinance be adopted every other year by September 15. A certified copy of the ordinance must be filed with the MEC within 10 days of adoption.

Please note—the minimum requirements outlined in statute for an ordinance do not include penalties. Any penalties that the subdivision is authorized to enforce should be established by the ordinance. Upon adopting the ordinance, the political subdivision becomes responsible for enforcing it.

All candidates must file a Financial Interest Statement for Political Subdivisions if they have any transactions over \$500 with the political subdivision, even if candidates are not listed specifically in the ordinance. If candidates do not have any transactions, consult ordinance for filing requirements. Make sure to review the ordinance prior to adoption to ensure it includes all of the aspects desired by the political subdivision.

View a sample political subdivision ordinance on our website:

1. From mec.mo.gov, select the "financial disclosure" tab
2. Select "[sample ordinance](#)"



Political Subdivisions: Confirm your Annual Operating Budget

Political subdivisions must confirm to the MEC whether their Annual Operating Budget (AOB) is:

- Over \$1 million or
- \$1 million or under

You should have received an email with your Subdivision ID and password. Please note, passwords are case-sensitive. **Due July 19, 2021.**

To e-file your subdivision's AOB,
Go to our [website](#) and:

1. Under Login, enter your Subdivision ID, then click Sign In. On the next page enter your password, then click Log-In (use your political subdivision's log-in information).
2. Update subdivision contact information, if necessary.
3. Confirm your AOB (you will receive email confirmation).

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Educational Resources

Search for Campaign Finance Data

If you are interested in viewing money received and spent by a committee, we encourage you to explore the MEC's searches. These searches allow you to track publicly-available campaign finance information, including contributions and expenditures for candidate committees, campaign (ballot measure) committees, PACs, political party committees, and more.

Simply scroll to the bottom of the MEC's homepage, www.mec.mo.gov, and select one of our eight campaign finance searches.

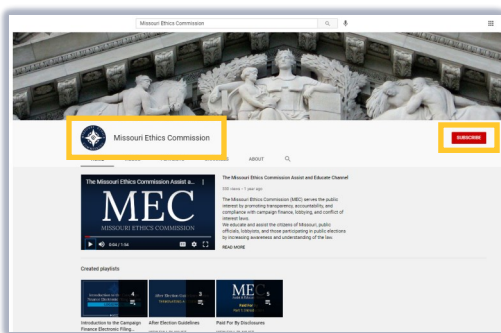
Other searches include:

- [Lobbyist searches](#)
- [Commission Cases—Commission Actions](#)
- [Advisory Opinions](#)
- [Higher Ed. Out-of-State Travel Reports](#)



Subscribe to our YouTube Channel

The Missouri Ethics Commission's Assist and Educate [YouTube channel](#) is designed to provide you with short, educational videos related to Missouri's governmental ethics laws.



New videos and tutorials are added regularly.

Subscribe today to be notified as new videos and tutorials become available!

For deadlines/reminders, publications, law links, upcoming webinars, and more, visit our [Educational Resources](#) page.

MEC Reminders

New Advisory Opinions Issued:

[2021.04.CI.005](#)

This advisory opinion discusses the one-year revolving door prohibition in Section 105.454(5), RSMo. The Commission determined that this provision applies to officials and employees serving in executive or administrative capacity only.

[2021.04.L.004](#)

This advisory opinion discusses the application of the ban on lobbyist gifts to members and employees of the General Assembly outlined in Article III, Section 2(b) of the Missouri Constitution.

FAQs Available 24/7

Ethics law is complicated. Find answers to your lobbying, campaign finance, financial disclosure, conflict of interest, and enforcement questions on our [FAQ page](#).

Campaign Finance Committees: File the Mandatory July Quarterly Report

All campaign finance committees registered with the Missouri Ethics Commission are required to file their July Quarterly Report by 5:00 p.m. on Thursday, July 15, 2021.

File your committee's report by the deadline to avoid late fees of \$10 per day.



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Website: www.mec.mo.gov

Employee Spotlight:**Brian Hamilton**

In April 2021, Brian Hamilton became the MEC's Compliance and Education Manager. In his current position, Brian oversees the Campaign Finance, Personal Financial Disclosure, Lobbyist, and Training divisions for the Commission.

Brian joined the MEC staff in 2016 as Commission Counsel, where he handled administrative cases pending before the Commission and provided information and assistance to the Commission, its employees, and the general public.

Prior to joining the Commission, Brian served at the Department of Social Services as a Hearing Officer for the Division of Legal Services. In 2015, he transitioned to the Department of Labor as an Equal Opportunity Employer Officer.

Brian earned his undergraduate degree from Missouri State University where he received a double major in criminology and sociology, and a minor in psychology. Brian also earned a law degree in 2010 from the University of Missouri—Columbia.

Brian is a member of the Council on Governmental Ethics Laws (COGEL) and he also serves on the advisory board of Big Brothers Big Sisters of Jefferson City. Brian and his wife Jennifer have two children.

Calendar Check**July 2021**

- 7/12/2021** Lobbyist Monthly Expenditure Report due
- 7/15/2021** July Quarterly Report due
- 7/19/2021** Last day to e-file a political subdivision's annual operating budget (AOB)

August 2021

- 8/10/2021** Lobbyist Monthly Expenditure Report due

September 2021

- 9/6/2021** Labor Day: Office Closed
- 9/10/2021** Lobbyist Monthly Expenditure Report due
- 9/15/2021** Statutory deadline for a political subdivision to adopt a Conflict of Interest Ordinance

JULY 2021

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AUGUST 2021

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SEPTEMBER 2021

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Key

- [Campaign Finance Report Due](#)
- [Lobbyist Report Due](#)
- [PFD Deadline](#)
- MEC Office Closed



MEC News

Elizabeth Ziegler | Executive Director

Volume 51 | October 2021

Political Subdivisions: Annual Filers List Reminder

Political subdivisions with an annual operating budget over \$1 million will electronically submit their list of required annual Personal Financial Disclosure (PFD) filers to the MEC by December 14, 2021.

Upon logging in to the Political Subdivision E-Filing System, both last year's annual filers and last year's candidates will be displayed. Carefully review each section, update each filer, and remove those no longer required to file.

Reminder: If an annual filer held the position at any time in 2021, they are required to file for the time period served. Each political subdivision must notify designated filers that their names have been submitted. The MEC will also send notice to each filer in January.

In this issue:

- Annual Filers List Reminder
- 2022 Election Packets
- Personal Financial Disclosure Updates
- Resource Reminder
- Lobbyist Registration Reminder
- Calendar Check
- Employee Spotlight: Kyle Cronin

Election Authorities: 2022 Election Packets Coming Soon

- **Review the entire packet:** instruction letter, 2022 Guide to Ethics Laws, PFD Forms (AOB > \$1 million), and Notice to Candidate
- **Review your candidate declaration form:** It should include that candidates have no outstanding campaign disclosure reports due from any prior elections. Contact the MEC for more information.
- **Remember:** § 130.071.1, RSMo prohibits candidates from taking office until all reports are filed

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Personal Financial Disclosure Updates

[House Bill 271](#) changed the deadlines to file for candidacy in 2022 elections. As a result, candidates and annual filers who must disclose their financial interests during the 2021 calendar year may e-file their PFD starting 1/1/2022. See below for important PFD dates.

What is the required time period covered on a PFD for April 2022 candidates?

The answer differs depending on whether you are a current officeholder or a new candidate:

- **If current officeholder:** your PFD will disclose your financial interests between 12/28/20 through 12/31/21. If you file after 1/1/22, this will fulfill your candidate and annual PFD filing requirement.
- **If not current officeholder:** your PFD will disclose your financial interests between 12/28/20 and 12/28/21.

Election Date	Candidate Filing Closes	14-Day Deadline	21-Day Deadline
2/8/22	11/2/21	11/16/21	11/23/21
3/8/22	11/30/21	12/14/21	12/21/21
4/5/22	12/28/21	1/11/22	1/18/22
8/2/22	3/29/22	4/12/22	4/19/22
11/8/22	8/2/22	8/16/22	8/23/22

Need help?

Explore our Virtual Resources

Ethics law is complicated. Our virtual resources have answers to your questions.

Sign up for a [webinar](#)



Topics include filing campaign finance reports, submitting an annual/candidate PFD filers list, filing a PFD, when to register a committee, and more! Click [here](#) for dates and registration.

Visit our [YouTube](#) channel



View step-by-step campaign finance e-filing videos. New videos and topics are added regularly so be sure to subscribe for updates.

Search our [FAQs](#)



View and search hundreds of questions related to campaign finance, personal financial disclosure, conflict of interest, lobbying, and enforcement

Lobbyist Registration Reminder

Beginning December 1, 2021 lobbyists will be able to register for 2022.

State law requires lobbyists to register annually by January 5. To register, log in to your lobbyist account, submit the registration form, and pay the \$10 registration fee.

Physical Address:

3411 A. Knipp Dr., Jefferson City, MO 65109

Mailing Address:

PO Box 1370, Jefferson City, MO 65102

Phone: 800-392-8660 or 573-751-2020

Email: Helpdesk@mec.mo.gov

Website: www.mec.mo.gov



We're Hiring! Reporting Specialist

This position will assist those required to file campaign finance and personal financial disclosure reports. Duties also include entering and updating information in electronic systems, and reports for completeness and accuracy.

A degree from an accredited college or university is preferred. High school diploma or equivalent and two years work experience required.

Learn more [here](#).



Employee Spotlight: Kyle Cronin

Kyle Cronin is the Commission Counsel and newest member of the MEC team. He has previously worked in the Missouri House of Representatives and the St. Louis County Legal Department. Kyle received his bachelor's degree from the University of Missouri and his JD from Saint Louis University. A Ballwin native, Kyle recently moved to mid-Missouri, where he enjoys playing with his cats, playing board and video games, hiking, and jogging.

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Calendar Check

OCTOBER 2021

10/11	State Holiday—MEC Office Closed					
10/12	Lobbyist Monthly Expenditure Report due					
10/15	October Quarterly Report due					
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NOVEMBER 2021

11/10	Lobbyist Monthly Expenditure Report					
11/11	Veterans Day—MEC Office Closed					
11/25	Thanksgiving—MEC Office Closed					
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DECEMBER 2021

12/1	2022 Lobbyist Registration Begins					
12/10	Lobbyist Monthly Expenditure Report					
12/14	Subdivision's Annual PFD Filers List Due					
12/24	Christmas (observed) - MEC Office Closed					
12/31	New Years (observed) — MEC Office Closed					
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